

Balfour Beatty
Communities

VAFB FAMILY HOUSING TOWN HALL



PRESENTED TO

Balfour Beatty Housing Residents

May 28, 2008 at 5:30 pm

VAFB Base Theater

Overview

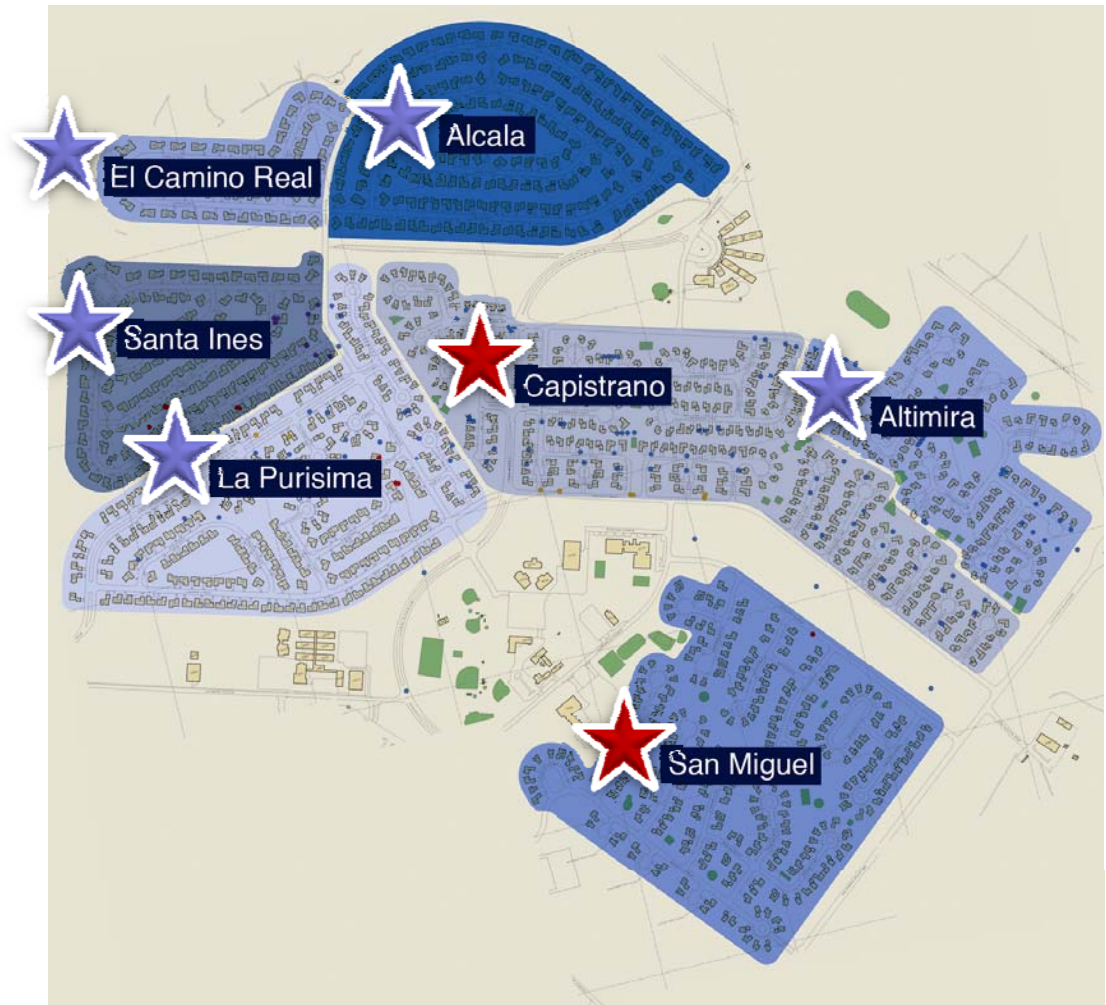
- ▣ Balfour Beatty Communities VAFB Team
- ▣ Construction & Renovations
 - Phase 1 Demolition Safety
 - Phase 2 Updates
 - Renovations
- ▣ Property Management
 - 30-Day Notice to Vacate Requirements
 - Kitchen Grease Fires
 - Power Outages
 - Lawn Watering
 - Resident Damage
 - Upcoming Events for June 2008
 - Office Locations
- ▣ Question & Answer Session

Management Team

- Development & Renovations
 - Bob Rulli – Balfour Beatty Communities Regional Vice President
 - Lou Gibilisco – Renovations Project Superintendant
 - Glenn Lee - Hensel Phelps Project Superintendent
- Community Management
 - Molly Corinne Markel - Community Manager
 - Brook Schneider - Assistant Community Manager
 - Sherry Bedford - Finance Specialist
 - Amanda Ceser/Brandi Lytle - LifeWorks Coordinator
 - Robert "Bob" Allen - Facility Manager

Resident Specialists Team

- Resident Specialists
 - Team **BLUE** ★
 - Rosie Ochoa
 - Mercy Rodriguez
 - Team **RED** ★
 - Nicky Magdaleno
 - Tanja Smith

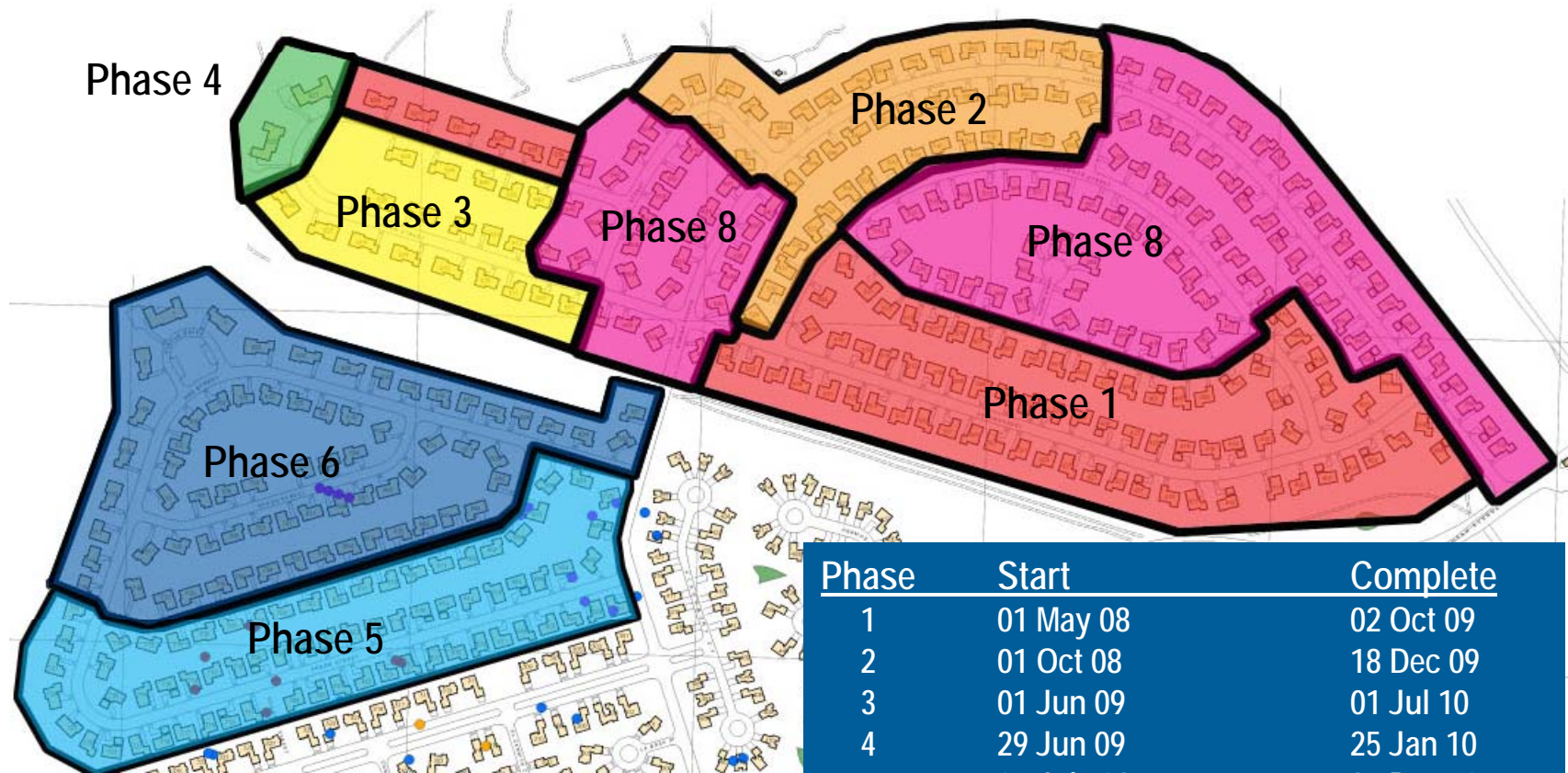




PHASE 1 & 2 CONSTRUCTION

“What this means for you and your family”

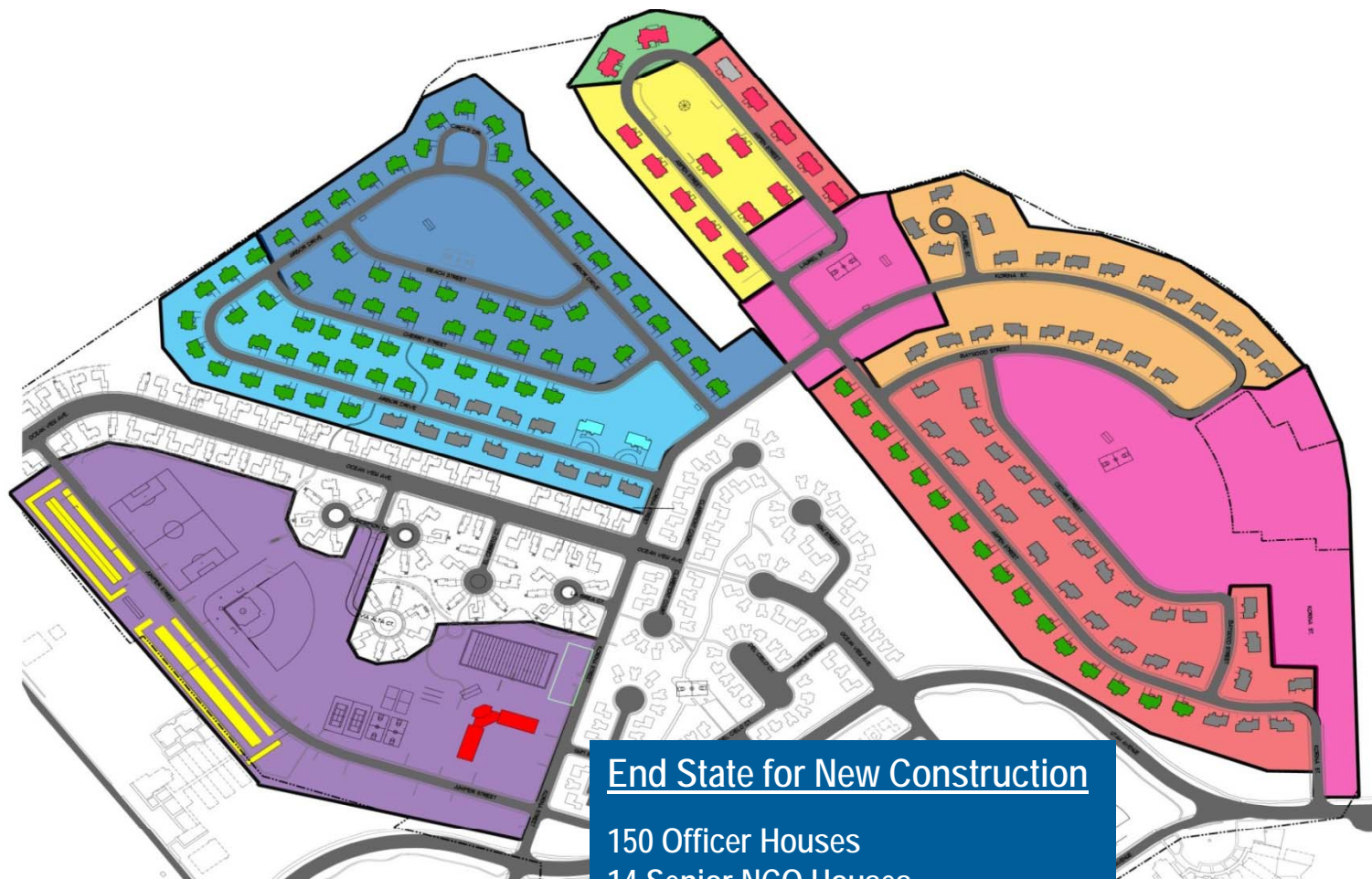
Phasing Plan Schedule



Phase 7 – Community Development

Phase	Start	Complete
1	01 May 08	02 Oct 09
2	01 Oct 08	18 Dec 09
3	01 Jun 09	01 Jul 10
4	29 Jun 09	25 Jan 10
5	01 July 09	31 Dec 10
6	01 Dec 09	02 Aug 11
7	01 Jun 10	29 Apr 11
8	01 Nov 10	29 Apr 11

New Construction Phasing Plan



End State for New Construction

150 Officer Houses
14 Senior NCO Houses
Community Center with Sport's Park
Storage Facility

Demolition - Phase 1 and 2



Phase 1

Demo: 83 Units

Start: 01 May 08

Complete: 23 Jul 08

76 CGO Units

4 FGO Units

3 SOQ Units

Phase 2

Demo: 46 Units

Start: 1 Oct 08

Complete: 25 Nov 08

30 FGO Units

16 CGO Units

Phase 1 Demolition Safety

- Here are a few important safety measures when dealing with demolition and construction:
 - **DO NOT** enter the construction fence
 - **PLEASE** exercise caution at all times especially between 7:00 am to 4:30 pm
 - Many construction trucks and heavy equipment will be entering and leaving the construction zone during these times
 - Drive **NO** faster than 15 mph when driving along the fenced construction area
 - Where there is a construction fence blocking access to the sidewalk, use the sidewalk on the other side of the road
 - **DO NOT** walk on the road
 - It is very unsafe for people of all ages
 - The one way located on Cedar has a speed limit of 15 mph
 - **PLEASE DO NOT** park on the one way street of Cedar

Phase 2 Updates

- Phase 2 Demolition of 46 homes
 - 15 homes are vacant out of 46 as of May 27, 2008
 - 4 families are projected to move by May 31, 2008
 - **FYI:** Phase 2 Residents need to stop watering front and backyard 1 month prior to moving
 - Residents must continue to maintain their backyards
- Phase 2 Construction of 23 homes
 - Abatement testing started May 7, 2008
 - Continue through demolition process for remaining phases
 - Construction fence installation begins August 11, 2008
 - Abatement scheduled to begin August 18, 2008
 - Demolition scheduled to commence August 27, 2008

Renovations

- 703 renovations of SNCO/JNCO MILCON homes
 - Renovations to begin June 2008 upon AFCEE approval
- Renovations Scope of Work
 - Two car garages
 - Install sprinkler system to the front yard ONLY
 - Ceiling fans
 - Living Room
 - Master Bedroom
 - Kitchen remodel
 - New kitchen cabinets/counter tops
 - New energy efficient appliances
 - Addition of bedrooms to existing homes
 - 276 units will be converted from 2 Bedroom to 3 Bedroom
 - 72 units will be converted from 3 Bedroom to 4 Bedroom

PROPERTY MANAGEMENT

“Updates, Reminders & Events for Vandenberg Housing Residents”

30-Day Notice to Vacate Requirements

- As part of your Lease Agreement with Balfour Beatty Communities, a written 30 Day Notice to Vacate and a copy of your Orders is required
 - **Where can you get a 30 Day Notice to Vacate?**
 - Go to www.vandenbergfamilyhousing.com and download the form
 - Come to the Community Management Office and pick it up
 - Provide a 30 Day Notice to Vacate on any piece of paper as long as it states your full name, rank, current address, telephone number, date you wish to vacate your home and your signature
 - **NOTE: Email is NOT a valid 30 Day Notice to Vacate**
 - **How can you submit the 30 Day Notice to Vacate and a copy of your Orders to Balfour Beatty Communities?**
 - Drop off at the Community Management Office located at Bldg 13001
 - Scan PDF file and email to bschneider@bbcgrp.com or;
 - Fax to (805) 734-1433

30-Day Notice to Vacate Requirements cont...

- **When does the 30 Day Notice to Vacate start?**
 - 30 Day Notice to Vacate begins on the day that Balfour Beatty Communities accepts the notice from the Resident
- **What if you cannot give a valid 30 Day Notice to Vacate because of short notice for TDY longer than 90 days, Permanent Change of Station (PCS) or deployment?**
 - The following documentation must be provided for the Community Manager to review
 - Notice to Vacate in writing
 - Copy of your official Orders
 - Letter from your Command validating the short Orders
 - Letter of Request to waive the 30 Day Notice to Vacate requirement
 - Community Manager will either approve or deny the request within 48 business hours once all necessary documentation has been filed with the Community Management Office

Kitchen Grease Fires

- Tips on how to handle a grease fire in your kitchen
 - **DO NOT** use water to extinguish a grease fire
 - **NEVER** pick up a pot with burning grease
 - Chances of burning yourself increases dramatically
 - Shut off the stove or oven burner
 - Place the lid on top of the pot with the grease fire or keep the oven door closed
 - This will cut off the oxygen to the fire
 - If you don't have the lid to the pot, there should be two fire stops installed under the vent hood over the stove
 - The flames will trigger the fire stops to smother the flames
 - In conjunction with the fire stops, use the fire extinguisher to put out the fire
 - If the fire is inside the oven, use the fire extinguisher to put out the fire
 - **ALWAYS** call 911 and report the grease fire

Power Outages

- What should I do if the power goes out?
 - Check the fuse box to see if there is a blown fuse or a tripped circuit breaker
 - If a fuse or circuit breaker needs to be replaced, turn off all large appliances or unplug them
 - Call Maintenance at (805) 734-1488
 - Check the neighborhood to see if others are without power
 - Call to report the power outage
 - Call only **ONCE** to keep the line open for other residents
 - **NEVER** use charcoal, gas, or propane heaters indoors
- What should you do if you see damaged or downed power lines?
 - Don't get near any fallen or sagging power line
 - Call Maintenance immediately
 - Be specific - address or a detail location

Power Outages cont...

- What should you do to protect your electric appliances from electrical power surges when the power returns?
 - When power is restored, power levels can vary considerably and could damage electrical appliances
 - Turn off the lights and unplug electrical appliances except the refrigerator
 - Leave one single lamp on so you will know when the power is working again
 - Wait 15 minutes before turning on all appliances when the power is restored
- How long will the food in my refrigerator and freezer remain cold?
 - Keep freezer and refrigerator doors closed to prevent the loss of cold air
 - A fully loaded refrigerator **MAY** keep food fresh for about six hours
 - A fully loaded freezer **MAY** keep food frozen for up to two days
 - If a power outage is longer than six hours, put perishable items in a cooler with ice
 - Throw out any perishable food that is warmer than 41 °F

Lawn Watering

- Don't water every day
 - Residents with **odd number** addresses, water on **odd days**
 - Residents with **even number** addresses, water on **even days**
- Water as infrequently as possible
- Water early in the day if possible
- Spread the water uniformly across the lawn
- Avoid overwatering

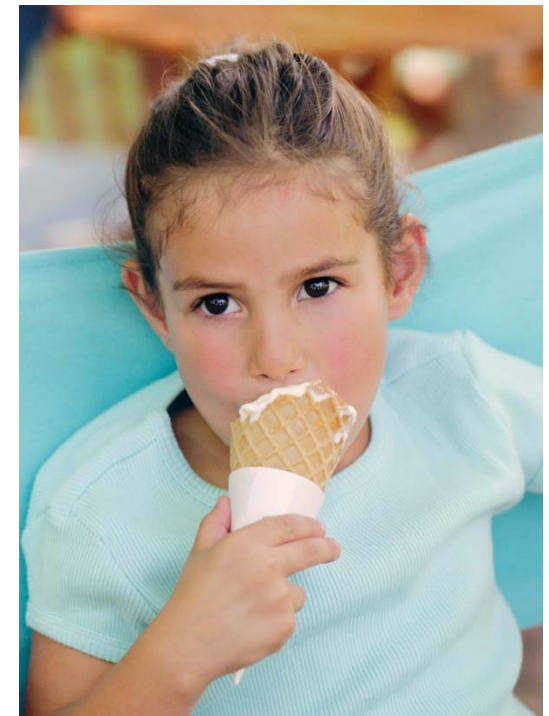


Resident Damage

- If a Resident calls in for a repair and it is determined to be resident damage or neglect, the Resident will be charged for the repair/damage
 - Examples of Resident damage or neglect:
 - A backed up toilet because of a non flushable item flushed down the toilet causing the back up
 - Shaving cream caps, diapers, baby wipes, toys, etc...
 - Disposing of inappropriate items in the garbage disposal
 - Plastic bags, cooking utensils, toys, etc...
 - Water leaks not reported for an extended period of time
 - Visible leaks around/under the kitchen and bathroom sink, showers, tub surrounds, dishwasher, washer/dryer, water heater, etc...

LifeWorks Events – June 2008

- June 3rd, 17th, 24th – Ice Cream Gator
- June 5th – Demo 101
 - Teach VAFB kids the basics about demolishing a house
- June 14th – Father/Daughter Dance
 - 50's themed dance so get those poodle skirts out and grease that hair back
- June 19th – Breakfast on the Run
- June 20th – Summer Block Party
 - Celebrate the start of summer with Balfour Beatty Communities
- June 27th – BINGO Night
- June 28th – Stranger Danger by SFS
 - Teach your child about strangers, poison control and bike safety



Self Help Store

- **Self Help Office**
 - 625 Elm Street
 - TEL: (805) 734-1672
 - Hours of Operation:
 - MON thru FRI - 8AM to 5PM
 - SAT - 8AM to 12PM
 - SUN - CLOSED
- Items supplied:
 - Grass seed
 - Top soil
 - Bark
 - Fluorescent light bulbs
 - Air filters
- Loaned items:
 - Shovels
 - Brooms
 - Rakes
 - Hedge clippers
 - Carpet cleaners
 - "Garage Sale" signs



Office Locations

- **Community Management Office**
 - Bldg 13001 Oregon Ave
 - TEL: (805) 734-1445
 - Hours of Operation:
 - MON, TUE, THUR, FRI - 8AM to 5PM
 - WED - 8AM to 7PM
 - SAT - By appointment ONLY
 - SUN – CLOSED
- **Maintenance Office (Work Orders)**
 - 613 Korina Street
 - TEL: (805) 734-1488
 - Hours of Operation:
 - MON thru FRI - 6AM to 6PM
 - Emergencies 24 hrs / 7 days a week



Question & Answer Session

